

CITY OF BELLEVUE
CITY COUNCIL

Summary Minutes of Study Session

June 4, 2001
6:00 p.m.

Council Conference Room
Bellevue, Washington

PRESENT: Deputy Mayor Marshall, Councilmembers Davidson, Degginger¹, Lee and Noble

ABSENT: Mayor Mosher, Councilmember Creighton

1. Executive Session

Deputy Mayor Marshall opened the meeting at 6:02 p.m. and announced recess to executive session for approximately 30 minutes to discuss one item of property acquisition. The study session resumed at 6:42 p.m. with Mrs. Marshall presiding.

2. Study Session

(a) IT Network Replacement and Associated Investments

Chief Information Officer Toni Cramer said the purpose of tonight's briefing is to prepare Council for a series of contracts that will be presented for approval during upcoming regular session Council meetings. An operational audit of the Department of Information Services was conducted last year to review the foundation of the network infrastructure, security measures, policies, and staffing levels.

Ms. Cramer discussed the major conclusions of this audit. The current network backbone utilizes orphaned technology, which makes replacement and maintenance increasingly difficult to provide. The network is also nearing its capacity limits and needs to be enhanced to adequately support performance requirements of existing and future applications. In terms of security, the audit found that the shift from mainframe to client server platforms during the Y2K push was done without adequate planning and deployment of security measures. Ms. Cramer said the audit concluded that, in addition to the two vacant positions the department has been unable to fill, there is a need for two more full-time positions. Due to the difficulty of recruiting and retaining personnel with the desired skills, an outsourcing solution was developed.

¹ Councilmember Degginger departed at 6:40 p.m.

Ms. Cramer noted that last fall Council approved preliminary proposals related to an outsourcing approach. A Request for Proposal (RFP) was released in December seeking bidders for all of the services needed. Staff went through a prolonged selection process and reached some decisions in March. On the network side, staff proposes using the funding strategy previously presented to Council. A firm has been selected to provide and install network services for the City at a implementation cost of \$689,000 with ongoing maintenance costs of \$34,000 per year. Sufficient funds were budgeted and approved in CIP (Capital Investment Program) Project G-55. Ms. Cramer said a two-phased implementation is recommended throughout the remainder of this year. The first phase of the network is scheduled for completion in Fall 2001. This will provide current industry standard technology that will allow staff to manage the throughput, speed, and capacity of the network.

Turning to security, Ms. Cramer said bids have been received from eight vendors to provide an assessment of the City's security measures and policies. Funding for this initiative was provided in the 2001-2002 budget process.

Ms. Cramer said it has been difficult to staff network and server administration services. Seven proposals were received to provide proactive management services, documented procedures, improved troubleshooting, and 24-hour support services. This will reduce system service interruptions, improve performance, and enable staff to better manage the growth in technology and applications. Funding for this proposal includes the elimination of two vacant server administration positions in the department. Ms. Cramer suggested transferring \$142,000 from General Fund reserves set aside for this purpose into Information Service's operating budget.

Ms. Cramer said Council should expect to see a series of contracts related to these projects during the upcoming year. She summarized that funding has been provided in the budget and actual costs will be lower than initially estimated last fall.

Mr. Lee asked how staff anticipates future changes in technology in relation to the planned investments. Ms. Cramer said networks are generally replaced on a regular cycle. Several vendors suggested replacement every three years, but Ms. Cramer feels the products to be purchased should last at least five years. The City's last network purchase occurred approximately four and a half years ago. David Kelly, Network Services Manager, said the new network will likely last five to seven years and cost the City less than other systems in terms of the staffing required to administer the network.

Dr. Davidson requested an overall financial analysis of all investments described by Ms. Cramer, which she will provide to Council.

In response to Mr. Noble, Ms. Cramer said the second phase of the data network project includes the purchase of end equipment to attach AT&T fiber cable between the City's central computer room and remote locations. Although AT&T's fiber system has not been installed in Bellevue, Ms. Cramer said the City was able to negotiate a substantial discount for this equipment.

In response to Mr. Lee, Ms. Cramer agreed to provide information regarding what the City is saving through its investments in technology.

(b) Amendment of the Hotel/Motel Land Use Code

Planning and Community Development Director Matt Terry opened the discussion regarding a proposed Land Use Code amendment to regulate temporary lodging uses in multifamily dwelling units and planned unit developments (PUDs) when located in residential land use districts where hotels and motels are not permitted. He recalled this issue surfaced approximately three years ago when residents of the Carlyle condominium complex submitted complaints to the City expressing concerns about noise, littering, and other issues. At that time, City Council asked the Planning Commission to consider regulatory changes that might address these impacts. The Planning Commission concluded that the best strategy would be to eliminate these uses altogether in residential zones. When that proposal was presented to the Council, the Council concluded that the impacts did not warrant such action. Council expressed a continuing interest in some sort of regulatory response and provided direction to staff. Since that time, the Planning Commission has worked to develop a revised proposal.

Carol Helland, Legal Planner, presented the Planning Commission's revised proposal regarding temporary lodging uses in residential districts. She recalled Council's direction to the Planning Commission:

- Some regulation of transient lodging uses is likely appropriate for the Commission to consider.
- It was important to address and control the negative impacts created by this use.
- Council suggested that a cap on the number or percentage of units permitted in a single building or development would effectively address the issues and impacts.

Ms. Helland said the Planning Commission held a series of study sessions and public hearings to discuss this issue. She said this effort goes well beyond the initial complaints received from residents of the Carlyle and is consistent with the City's protection of neighborhoods against commercial uses. The focus of the Planning Commission's recommendation is to limit the number of units that can be used for transient lodging to five units per building and to limit the total number of lodging units to 20 percent of any given development.

Ms. Helland said the City of Issaquah recently took action to define these types of uses and essentially prohibit them in residential areas. Several jurisdictions contacted by staff reported no problems with transient lodging but also indicated their regulations would not allow this type of use to occur.

In response to Dr. Davidson, Ms. Helland said the proposed amendment applies to multifamily residential units and PUDs in residential land use districts but not to single-family homes. The Planning Commission concluded that single-family homes are not likely to be used in this manner. Mr. Terry noted the regulation applies to short-term stays for less than 30 days.

In response to Mr. Lee, Ms. Helland said bed and breakfasts are specifically exempted from the scope of the proposed ordinance because they are regulated elsewhere in the Land Use Code.

Mr. Noble questioned the allegation of inconsistent and unequal treatment of providers, particularly in reference to La Residence Inn. Ms. Helland said La Residence Inn is located just east of the downtown area and was permitted as a hotel at the time it was built. A hotel would no longer be allowed at that location as a result of code changes. Ms. Helland said the proposed amendment inadvertently exempts housing units owned and used by corporations for their own employees because it defines applicable units as those “for sale or for lease.”

In response to Dr. Davidson, Ms. Helland said companies involved in the leasing of transient lodging units pay hotel/motel taxes.

3. Council Business [Regular Session Agenda Item 6]

Noting the availability of time, Deputy Mayor Marshall suggested taking care of Council Business.

➡ Dr. Davidson moved to appoint Jay Soroka to serve on the Planning Commission, and Mr. Noble seconded the motion.

➡ The motion to appoint Jay Soroka to the Planning Commission carried by a vote of 4-0.

Mr. Lee participated in Newport High School’s annual DUI drill. He attended the opening of Terrace Hill affordable housing project sponsored by St. Andrews Housing Group, Youth Link’s Community Leadership Awards event, the Chamber of Commerce Eastside Business Awards function, Police Academy graduation, the West Lake Sammamish open house sponsored by the City, and the Community Councils’ open house event.

Mr. Noble described efforts to create an Eastside organization to take the place of the Human Services Roundtable, which recently disbanded.

Mrs. Marshall reported on the I-90 project to provide two-way HOV (high-occupancy vehicle) lanes.

At 7:35 p.m., Deputy Mayor Marshall declared recess to the regular session.

Myrna L. Basich
City Clerk

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